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Report For Week Ending 21 May 1957
 From
 Records Center

During this week the following accessions were made:

COMPT	42	Cu. Ft.
OL	68	" "
PERS	5	" "
OTR	5	" "
OSI	4	" "
DD/P	53	" "
OCR	18	" "
ORR	5	" "
OO	5	" "
MEDICAL	2	" "
Sub-Total:	207	Cu. Ft.
Finished Intelligence	33	" "
Total:	240	Cu. Ft.

Map Negatives	633	Cu. Ft.
Records Holdings	22,286	" "
Distribution Material Holdings	10,296	" "
Total:	33,215	Cu. Ft.

Distribution Material Disposed of at Center	4	Cu. Ft.
Distribution Material Transferred from Center	4	" "
Records Disposed of at Center	1	" "
Records Transferred from Center	6	" "
Total:	15	Cu. Ft.

Accessioning

Since the completion of the Records Control Schedule, the Logistics Office has been very active in the retirement of their records. During the week, this office retired 68 cubic feet of inactive records.

General

Construction for the addition to the Records Center has been approved and the construction bids are to be opened 20 June 1957.

The operating budget for fiscal year 1958 and the estimated budget for fiscal year 1959 have been prepared and submitted.



Chief, Records Center

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The following figures indicate the space utilization by operating component within the Center:

<u>Operating Component</u>	<u>Available</u>	<u>Utilized</u>	<u>TOTAL</u>
Supplemental Distribution	2,144	9,766	11,910
DD/P	2,096	6,634	8,730
DD/S	419	7,441	7,860
DD/S (Compt. Grilled Area)	334	146	480
DD/I	342	6,468	6,810
DD/I (Grilled Area)	1,622	2,158	3,780
DCI	37	23	60
Map Negative	<u>645</u>	<u>945</u>	<u>1,590</u>
TOTAL:	7,639	33,581	41,220

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